

**GEORGIA BOARD OF ARCHITECTS
AND INTERIOR DESIGNERS
Board Meeting
April 20, 2012**

A meeting of the Georgia Board of Architects and Interior Designers was held on Friday April 20, 2012 at the Professional Licensing Boards Office in Macon, GA. Chairperson Anne Smith called the committee meeting to order at 9:36 a.m.

The following Committee Members were present:

Anne Smith, President
Craig Buckley
Cindy Kelly
Janace Harding
Janice Wittschiebe
Andrew Pace
Jim Mehserle

Others present were:

Steve Lindsey, Executive Director
Janet B. Wray, Senior Assistant Attorney General
Kathy Osier, Board Support Specialist

Janet Wray, Senior Assistant Attorney General, spoke to Board Members regarding the new Georgia Open Records and Meetings Law that took effect on April 18, 2012 when Governor Nathan Deal signed House Bill 397 into law. Some of the new provisions in the Georgia Open Records and Meetings Law will require minutes to be taken of the closed portions or Executive Sessions of Board Meetings and will increase fines for offenders. Ms. Wray further stated that these minutes will not be open to the public and Board Members will need to approve the minutes of Executive Session at each Board Meeting.

Craig Buckley asked Janet Wray for clarification of Executive Session. Ms. Wray stated that during Executive Session, Board Members discuss and make recommendations of applications, complaints, investigations and Attorney General Reports and that this information is considered confidential.

Chairperson Smith asked if rule committee meetings would be considered open or closed session? Janet Wray stated that these types of meetings would be considered closed session and that the meeting agenda would need to be posted and that minutes would need to be taken.

A public hearing was held on April 20, 2012 at the Professional Licensing Boards Office in Macon, GA, for the purpose of considering the adoption of posted rule amendments. Board Chairperson, Anne Smith called the hearing to order at 10:10 a.m. No oral or written comments were received by the Commission on the proposed rule amendments.

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50-7-.02 Requirements. Amended.

Janace Harding moved, Cindy Kelly seconded, and the Board voted that the formulation and adoption of this proposed rule amendment does not impose excessive regulatory costs on any licensee or entity and any cost to comply with the proposed rule amendment could not be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-4-9 and 43-4-11.

Craig Buckley further moved, Andrew Pace Seconded, and the Board voted that it is not legal or feasible in meeting the objectives of O.C.G.A. §§ 43-4-9 and 43-4-11 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). Furthermore, the formulation and adoption of this proposed rule amendment will impact every licensee in the same manner and each licensee is independently licensed, owned and operated and dominant in the field of architecture.

Janice Wittschiebe further moved, Jim Mehserle seconded, and the Board voted to adopt the following rule amendment:

**50-7-.02 Intern Development Program (IDP) Training Requirements.
Amended.**

- (1) The Intern Development Program (IDP) training requirements shall be in accordance with IDP guidelines published by the National Council of Architectural Registration Boards (NCARB).
- (2) The Board reserves the right at any time to require that an applicant produce substantiation for all or any part of the verified record of IDP training that he or she asserts has been attained.
- (3) The applicant ~~may elect to have~~ must establish an NCARB record and have NCARB maintain his or her IDP records, ~~or the applicant may elect to maintain his or her own records.~~

The hearing was concluded and the Board meeting was called back to order at 10:14 a.m.

Executive Session:

Craig Buckley moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Janice Wittschiebe seconded the motion. The motion was carried by Anne Smith, Chairperson; Craig Buckley, Cindy Kelly, Janace Harding, Janice Wittschiebe, Andrew Pace and Jim Mehserle. The Committee concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

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Approval of Minutes

A motion was made by Cindy Kelly, seconded by Janice Wittschiebe and the Board voted unanimously to approve the minutes of the February 24, 2012 and February 29, 2012 board meetings.

Applications:

Andrew Pace moved, Jim Mehserle seconded, and the Board voted to ratify the following licenses issued since the February 29, 2012 meeting:

1.	ID000804	Paris, Kathryn Glenn	Registered Interior Designer
2.	ID000805	Phan, Chinh Eric	Registered Interior Designer
3.	ID000806	MacMeekin, Scott Alexander	Registered Interior Designer
4.	ID000807	Dietz, Brenda Denise	Registered Interior Designer
5.	ID000808	Enns, Jolene Dawn	Registered Interior Designer
6.	ID000809	Terhune, Melodi Evans	Registered Interior Designer
7.	ID000810	Mills, Mary Ellen	Registered Interior Designer
8.	RA013329	Ferries, Ross D	Registered Architect
9.	RA013330	Lake, David Cordell	Registered Architect
10.	RA013331	Stuebben, Michael Gregory	Registered Architect
11.	RA013332	Ireland, Michael W	Registered Architect
12.	RA013335	Muse, Philip Douglas	Registered Architect
13.	RA013336	Wagner, Sean M	Registered Architect
14.	RA013337	Colkitt, Nathan Lee	Registered Architect
15.	RA013338	McKeever, Paul L	Registered Architect
16.	RA013339	Allan, Mark David	Registered Architect
17.	RA013340	Barker, Bradley T	Registered Architect
18.	RA013341	Miyauchi, Hiroki	Registered Architect
19.	RA013342	Brown, David Anthony	Registered Architect
20.	RA013343	Halloran, Kristin J	Registered Architect
21.	RA013344	Miller, Corey A	Registered Architect
22.	RA013345	Thomas, William Rogers, Jr	Registered Architect
23.	RA013346	Regulinski, Mark C	Registered Architect
24.	RA013347	Duffy, Patrick James	Registered Architect
25.	RA013348	McCants, Jerel L	Registered Architect
26.	RA013349	Schrader, John M	Registered Architect
27.	RA013350	Solt, Michele Kelly	Registered Architect
28.	RA013351	Leach, Blair Scott, Sr	Registered Architect
29.	RA013352	Newman, Nicholas Brandon	Registered Architect
30.	RA013353	Dillon, Elizabeth Claire	Registered Architect
31.	RA013354	Gange, David Allan	Registered Architect

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32.	RA013355	Hoke, Sarah Elizabeth	Registered Architect
33.	RA013356	Rodgers, Steven A	Registered Architect
34.	RA013357	Smith, Laura Powell	Registered Architect
35.	RA013358	Brooks, Bradley Wilson	Registered Architect
36.	RA013359	Tregre, Elmore W	Registered Architect
37.	RA013360	Sechler, Andrew F	Registered Architect
38.	RA013361	Anderson, Ross S	Registered Architect
39.	RA013362	Groher, Logan Malcolm	Registered Architect
40.	RA013363	Robinson, Jeffrey Glenn	Registered Architect
41.	RA013364	Sherer, Jeffrey Ralph	Registered Architect
42.	RA013365	Crane, Robert C	Registered Architect
43.	RA013366	Stewart, Belinda J	Registered Architect
44.	RA013367	Roach, Robert Joseph	Registered Architect
45.	RA013368	Granacher, Julia Eileen	Registered Architect
46.	RA013369	Loper, Benjamin Earl	Registered Architect
47.	RA013370	Spina, Keith M	Registered Architect

Janace Harding moved, Janice Wittschiebe seconded, and the Board voted to ratify approval of the following applicants to take the Architectural Registration examination:

Applicant #	Name
1756554	William Daniel Jones
1756794	Andrew Lee Crook
1745446	Wendy Kaylee Cooper

Janace Harding moved, Janice Wittschiebe seconded, and the Board voted to approve the following applicant to take the Architectural Registration examination:

Applicant #	Name
1753052	Mathew Paul Weaver

Janace Harding moved, Janice Wittschiebe seconded, and the Board voted to ratify approval of the following applicant applying for Architectural licensure by reciprocity:

Applicant #	Name
1754259	Ross S. Anderson

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Janace Harding moved, Janice Wittschiebe seconded, and the Board voted to ratify approval of the following applicants applying for reinstatement of an expired Registered Interior Designer license:

Applicant #	Name
ID000461	Ruth Delenia Pilkonis
ID000649	Timothy Adams

Janace Harding moved, Janice Wittschiebe seconded, and the Board voted to ratify approval of the following applicants applying for registration as Registered Interior Designer license:

Applicant #	Name
1752549	Jennifer Shannon Cross
1752654	Anna Marie Inman
1756283	Amanda Elizabeth Wade
1757664	Carol Marie Richard

Janace Harding, Janice Wittschiebe seconded, and the Board voted to reinstate the following for licensure as a Registered Architect with a letter of concern for unlicensed practice:

Applicant #	Name
1760017	S R F

Janace Harding, Janice Wittschiebe seconded, and the Board voted to ratify denial of the following applicant applying for reinstatement of an expired Architectural license:

Applicant #	Name
1745802	C W M

Janace Harding, Janice Wittschiebe seconded, and the Board voted to ratify denial of the following applicant applying for registration as Registered Interior Designer license:

Applicant #	Name
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During application discussion, Cindy Kelly started to ask a question regarding procedures and Chairperson Smith ruled that the discussion was out of order at this time and the meeting continued.

Janace Harding, Janice Wittschiebe seconded, and the Board voted to accept of the report of pending cases presented by the Attorney General.

Janace Harding, Janice Wittschiebe seconded, and the Board voted to ratify acceptance of the Cognizant Member's recommendations made on the following cases:

• ARCH120005	Table until next board meeting.
• ARCH100022	Refer to Enforcement to obtain copies of invoices where Registered Architect (RA) was paid by the respondent, contract between respondent and RA, timesheets on project and all correspondence involved in contracted services.
• ARCH100009	Refer to Enforcement to interview respondent to determine if Registered Architect (RA) on staff has ownership interest in the LLC. Obtain information on when the RA was first employed and a listing of projects stamped by the RA. If RA is an owner, when was he given ownership interest? Obtain LLC minutes when RA was added if appropriate.
• ARCH100013	Close due to lack of cooperation on part of complainants.
• ARCH120003	Close with a letter admonishing to ensure listings are corrected and revise language on website regarding stamps. Registered Architect cannot simply review and stamp plans.
• ARCH120016	Refer to Enforcement to obtain project lists for the last five years that indicates what types of projects respondent has worked on, including size of buildings and costs of projects. Emphasize commercial projects.
• ARCH120004	Refer to Enforcement to obtain a list of all projects stamped by the respondent between 2003 and November 2011.
• ARCH100030	Issue Cease & Desist Order with a \$5000 fine and require that respondent submit proof of removal of the term architect and any derivatives of the term from all websites, marketing and communication material within 60 days.
• ARCH100007	Close with a letter advising respondent to ensure listings are corrected.
• ARCH090026	Refer to Enforcement to issue a Cease & Desist Order with a \$500 fine and require a report to be sent by the respondent to the Board of his understanding of the law and rules specifying restrictions of the

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	use of the term architect and submit proof of removal of the term and any derivatives of the term from all websites, marketing and communication material within 60 days.
• ARCH120006	Table until next board meeting.
• ARCH120020	Close with letter of concern not to use the term architect and any derivatives of the term in any websites, marketing or communication material.

During Cognizant Member's recommendations discussion, Craig Buckley started to ask a question regarding definition of constant supervising and Chairperson Smith ruled that the discussion was out of order at this time and the meeting continued.

Janice Wittschiebe, Andrew Pace seconded, and the Board voted to deny the following requests to waive the reinstatement application fee:

- Glyn McWhorter Alpharetta, GA
- William Keith Tennyson Atlanta, GA

Janet Wray reported to Board Members that her office has received approval to hire a temporary attorney to help with the current backlog of cases and a new full time attorney. Stephanie Mason, the new full time attorney, will begin employment on May 1, 2012. Ms. Wray announced that there would be some reassigning of existing cases/clients to Attorney Mason and that Attorney Mason would be taking over her role with the Georgia State Board of Architects and Interior Designers. Board Members expressed their thanks to Ms. Wray for her diligence and hard work.

Chairperson Smith stated that she was reelected as National Council of Architectural Registration Boards (NCARB) Regional Chair at the joint regional meeting which was held March 2012 in Seattle, Washington. Chairperson Smith further stated that NCARB next annual meeting and conference will be held on June 20 – 23, 2012 in Minneapolis, Minnesota and announced that there is currently scholarships available for two Architect Board Members. Chairperson Smith asked that interested Architect Board Members let her know before the May 11, 2012 deadline so that she may apply for the scholarships.

Janace Harding asked if the Board currently has a listing of standard fees assigned for fines? Steve Lindsey shared that after the last board meeting, he had started a listing of fees assigned for fines. Chairperson, Smith asked that this listing be placed on epiware for other Board Members to review. Andrew Pace stated that this would be a very helpful tool to have.

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Craig Buckley asked Board Members if someone could tell him what the definition of constant supervising was? Jim Mehserle shared that he had previously composed a cheat sheet for investigators to use and that he would send it to Steve Lindsey so that it could be posted on epiware for the Board Members to review as needed.

Janice Wittschiebe asked if the Board has ever approached local colleges and universities about training on Board Rules for the purpose of standardizing of information? Chairperson Smith shared that she was not certain as the Board Rules are specific to our law.

The next meeting of the Board will be held on June 15, 2012, at 9:30 a.m. at the Professional Licensing Boards Office in Macon, GA.

There being no further business, the meeting was adjourned at 12:45 p.m.